

MINUTES
MAINE COMMISSION FOR COMMUNITY SERVICE
January 19, 1995

Present: **Members:** Chair, Dan Reardon; Norman Duzen, Jay Skriletz, Eunice Rescott, Bob Rheault, Mary Pelkey, Evelyn Trotzky, Rosland Smith, Larry LaPierre, Shirley Powell, Crystal Storer, Caroline Allam, Heidi McGinley, Kaye Woolam, Kathryn Tremper, Greg Lavertu, Paul Nordstrom, Margaret Bean.

Others: Ken Spalding, Lillian Haversat, Bob Blakesley.

Absent: Paul Chretien and John Jenkins

Minutes of December 9, 1994. Approved as submitted.

Group Process Agreement. **The Commission approved the underlined additions to its Group Process Agreement of October 30, 1994 (Agenda Document A, 1/19/95, attached)**

Mailing Lists. Dan and Roz asked about the mailing list to be used for the RFP. Extensive discussion followed. **The commission agreed to limit the mailing to those in its own database, supplemented by extensive United Way lists provided by Paul Chretien. Because of the restrictions placed by the Maine Volunteer Connection on use of its mailing list, that list will not be used.**

RFP. Bob presented a tentative schedule for Maine's AmeriCorps competition. He said the Corporation's final AmeriCorps Application Guidelines are not yet available, but that detailed federal funding priorities for 1995 are somewhat different than in 1994. **The commission asked that he schedule regional forums in southern, central and northern Maine, to help potential local grant applicants and to hear and help facilitate new ideas.**

Community-Based K-12 Learn and Serve Program. Caroline Allam of the Kids' Consortium handed out the final draft of her concept paper prepared at the request of the Commission (replacing the copy mailed with the agenda). She and Evelyn Trotzky described the proposal. **The Commission approved the concept paper and authorized Evelyn and her committee to prepare a federal funding application for Commission approval on March 16, utilizing the services of the Kids' Consortium as necessary for a total cost not to exceed \$3,000.**

Report to the Governor and the Legislature. Margaret handed out a draft of the report to the Governor and Legislature. **The Commission approved the report and asked Margaret to finalize it and add a cover letter to the Governor. The Commission as a whole would like to present the report to the Governor.**

Outreach. Dan volunteered to work with Mary and Evelyn to look into what we might do as a public outreach strategy to lend Commission and State support in Congress to the National and Community Service Program

National Governors Assn. Meeting for State Commissions. The Commission authorized Bob and one other person to represent the Commission at the NGA-sponsored meeting in St. Louis, Feb. 25-27.

1994 AmeriCorps Awards Nationwide. Bob referred Commission members to a table of awards by type, nationwide (Agenda Document E). He pointed out that there were only 72 competitively-funded awards made to state commissions nationwide, compared to 217 formula-funded awards. Also, K-12 Community-Based Programs funded to state commissions numbered only 18.

Personnel Committee. Larry reported that Bob is urgent for help and that he, Norm and Paul C. had reviewed the Senior Planner applications received last fall and identified a few potential candidates. His report indicated that job descriptions for the "Policy Development Specialist" and the "Senior Planner" were reviewed and should be clarified.

Bylaws. Kathryn Tremper and Mary Pelkey initiated discussion of the draft Bylaws mailed with the agenda. The Commission agreed to recommend expansion of its membership to 25.

Evan Richert, Director of SPO. Evan introduced himself, spoke about his background as a VISTA volunteer with his wife, and offered his services. Commission members introduced themselves and Evan entertained questions. Evelyn asked about Newt's comments. Roz asked how the Governor feels about the Commission. Evan said he had not really talked thoroughly with the Governor yet, since he had just come on board, but he would expect him to be supportive. Paul Nordstrom asked about Evan's goals for SPO. Evan wants SPO to do strategic planning and is interested in possibly looking into instituting community assistance programs.

Sub-Committees. Bob Blakesley presented a list of sub-committees, their members and charges as things now stand, together with some additional language to handle things we're immediately faced with (Agenda Document J, attached). It was the sense of the group that the list accurately reflected current assignments, including an ad hoc Service Learning Committee, but that we have too many committees and need to come up with a smaller formalized list.

Presentations by AmeriCorps Programs. For most of its afternoon session, Commission members moved to the Augusta Civic Center to hear project presentations by members of AmeriCorps programs in Maine. These were given as part of a Joint Training Workshop by Portland Youth for Public Safety, the USDA Rural Development Team, the Migrant and Seasonal Farmworker Program, VISTA, and the College Conservation Corps of Maine.

GROUP PROCESS AGREEMENT

as adopted October 30, 1994
with proposed additions underlined

Decision-making process will be by consensus among the voting members of the Commission. All will start out with the same information. We will come together with a sense of open-mindedness, looking to the best interests of the whole. Through cooperation, patience, and careful listening each decision will be made in unity.

If one cannot unite with a decision, one can stand aside and not be held to implement the decision. In this case, the name needs to be minuted after the decision.

If one feel that a decision will be a very serious mistake, then the person is required to stand in the way of the decision moving ahead. In this case, the decision cannot move forward.

If, under pressures of time it is the judgement of the chair that a decision must be made, then 80% of those present must approve a decision for it to move ahead.

For group clarity, before asking if there is consensus on a proposal the chair or meeting facilitator will state the proposal, and the minute taker will record it and read it back.

SUB-COMMITTEES

(as of December, 1994)
(with new language underlined)

PDAT Plan and funding application

John Jenkins
Greg Lavertu
Ros Smith (Ch)
Lillian*
(Craig*)
Bob*

Charge: develop and submit the plan/application by the 11/23 deadline.
Oversee implementation of the Commission's Program Development Assistance and Training Plan.

Aggressive Grant Committee

Eunice Rescott (Ch)
Margaret Bean
Paul Chretien
Lillian*
Ken Spalding*

Charge: investigate what actions might be taken to make Maine's AmeriCorps submittals for 1995 more nationally competitive; assist programs applying for funds to that end; evaluate & recommend proposals for inclusion in the State's AmeriCorps funding application; recommend a State AmeriCorps Application for Commission approval on 4-19-95 in concert with the Comprehensive Plan Committee.

Application Procedure

Dan Reardon (Ch)
Larry LaPierre
Mary Pelkey
Shirley Powell
Bob*

Charge: set up a notification, application procedure and timeline which are fair, inclusive, open and workable for the 1995 AmeriCorps grant competition.

Service Learning Committee

Evelyn Trotzky (Ch)
Paul Nordstrom
Kathryn Tremper
Caroline Allam*

Charge: develop a concept paper and a State K-12 Community Based Learn and Serve funding application for Commission approval on March 16, 1995.

Report to Governor & Legislature

Margaret Bean (Ch)
Kaye Woolam
Lillian*
(another member wanted)

Charge: prepare the Commission's first annual report to the Governor and the Legislature, due Jan. 15, including recommendations on establishing the Commission by legislative action.

Legislation Committee

Paul Chretien (Ch)
Kathryn Tremper
Eunice Rescott
Ken Spalding*
(another member wanted)

Charge: Research and prepare draft legislation to establish the Commission by legislative action; report at January 19 meeting.

By-Laws

Kathryn Tremper (Ch)
Larry LaPierre
Mary Pelkey
Bob*

Charge: Report at January 19 meeting on membership, appointment process, chair appointment & term, rules of operation, quorum, conflict of interest, appeals procedure, legislative member.

Comprehensive Plan

Crystal Storer (Ch)
Jay Skriletz
John Jenkins
Ros Smith
(another member wanted)

Charge: update and revise the Commission's Comprehensive Plan for submission 9/1/95 (tentative) to the CNCS; reconsider State priorities; develop a longer-range plan with full public input; prepare the "State Commission Narrative on Year 2 Plans"; recommend a State AmeriCorps Application for Commission approval on 4/19/95 in concert with the Aggressive Grants Committee.

Personnel

Larry LaPierre (Ch)
Norman Duzen
Paul Chretien
Shirley Powell
Crystal Storer

Charge: research job descriptions, establish need, define roles and responsibilities of all staff, and report at Feb. 15 meeting.

Comments on Corp Guidelines

Norman Duzen (Ch)
Greg Lavertu
Kathryn Tremper
Ken Spalding*

Charge: finalize and submit comments on the draft guidelines to the CNCS.
Assignment completed.

*Resource person

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**MINUTES OF THE MEETING
OF THE MAINE COMMISSION FOR COMMUNITY SERVICE
FEBRUARY 15, 1995**

Present: Members: Norman Duzen, Dan Reardon, Greg Lavertu, Margaret Bean, Mary Pelkey, Eunice Rescott, Paul Chretien, Jay Skriletz, Larry LaPierre, Kathryn Tremper, Kaye Woolam, Heidi McGinley, and Ros Smith (afternoon session).
Others: Bob Blakesley, Ken Spalding, and Brenda Hatch.

Absent: Crystal Storer, Bob Rheault, Paul Nordstrom, John Jenkins, and Shirley Powell.

Item #1

Housekeeping Item The commission agreed to delaying the distribution of the minutes of the last meeting until the meeting in March.

Item #2

Housekeeping Item The commission approved the agenda.

Item #3

Housekeeping Item There was discussion of the contents of the minutes for this and future meetings. **The commission agreed that only action items needed to be noted in the minutes.**

Item #4

Bylaws

Mary Pelkey handed out copies of the by-laws draft, on behalf of the by-laws committee. Discussion followed - changes from the original draft were highlighted on the handout and the nominating and by-law committees are ad-hoc. **The commission agreed that Bob will review the by-laws draft, legislation and executive order and make recommendations for final changes at the next meeting of the commission.**

Dan Reardon thanked the committee for their work.

Item #5

L.D. 386

Paul Chretien made a brief statement regarding the submission of L.D. 386. The L.D. was put together rather hastily because of time constraints, a re- write of the legislation was handed out for the commission members to review. Several points were brought up by members of the commission, the main one being the statement of a "dedicated account", the members felt they want the option of being eligible to receive private funding. Another point being the wording of the length of terms needing clarification. **The commission agreed that Bob will change the**

wording of the legislation to the specifications that the commission recommended.

Item #6

United Way

Paul Chretien spoke of his meeting with Susan Hornbeck and representatives of the United Way and the Corporation for National Service. The Corporation representatives assured Paul that Maine would be looked at very seriously this year, since we were not approved for funding last year. Mary let us know that she had heard that they were impressed with the progress the commission has made in such a short time and with Paul as a representative of the commission.

Item #7

L.D. 386 Hearing

Paul informed the commission that there will be a legislative hearing regarding LD 386. The hearing will be held February 28, 1994 at 1:00 pm. Discussion followed. **It was agreed that Paul Chretien, Norman Duzen and Margaret Bean would give testimony on behalf of the commission. Also, a representative from the State Planning Office and the Conservation Corps would testify.** **Heidi McGinley noted that the Maine Department of Education has prepared testimony in support of the Commission's legislation.

Item #8

Report to Leg.

Bob brought up the issue of presenting the report to the Legislature and Governor. When the commission makes the presentation Evan Richert would like to be there. **It was agreed that Bob would set up the meeting with Governor King for approximately 45minutes to an hour. We will have an AmeriCorps member there to make a brief presentation, the commission members would like to discuss with the Governor what his expectations of the Commission may be, and each member would like to be able to note their accomplishments in volunteerism.**

Item #9

Bob's Update Bob's Informational Items...The PDAT grant was approved for \$55,000.00. The RFP notices went out and Public Notices were published in the K.J., P.P.H., and the B.D.N. On April 6th there will be a meeting with the Maine Grantmakers Association, representatives from the commission and AmeriCorps members should attend, there is a strong possibility Eli Segal will be in attendance.

Item #10

Attendance

Attendance--The issue of regular attendance of meetings came up, discussion followed. **It was agreed that the members would be polled the day before the meeting to get an idea of the number of members attending.**

Item #11

K-12 Learn &

Serve

Heidi told us that the K-12 Learn and Serve program would not have funds available to grantees until 9/1/95. They will be granting 16 grants of \$5,000.00 each, they are looking for very "high quality" models from high schools only. **Heidi let us know that the Department of Education will be looking for people to read the grant applications in May, and welcomed the commission members to participate.**

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MAINE COMMISSION FOR COMMUNITY SERVICE

Meeting of March 16, 1994

State Planning Office, Hallowell Annex

Agenda

8:00 a.m. -- Meeting of the Comprehensive Plan Committee (Crystal, Chair)

9:30 a.m.

- * Review and approve Agenda
- 1) Approve Minutes
- 2) Bylaws / Nominating Committee (Dan)
- 3) Review and approve Community-Based **Learn and Serve Funding Application**
(Caroline Allam, Kids Consortium)

10:45 a.m.

- 4) **Public outreach**
 - * Committee report (Dan, Bob)
 - * Meeting with Eli Segal & ME Grantmakers Assn., April 18 (Bob)
 - * National Day of Service, April 25 (Bob)
(National Volunteer Week, April 23-29)
 - * Additional activities/proposals
(Lynda Simmons, Director, Portland Youth for Public Safety)

Discussion--where do we go from here?

- 5) **Legislation** Committee report on status of LD 386 (Paul Chretien)

6) **Information items** (Dan, Bob)

- * Commission Meeting with Governor King
- * New Senior Planner
- * Update on Commission funding
- * AmeriCorps Grant Competition for 1995
(schedule, response, review process)
- * PDAT Grant--revised budget
- * Report on NGC meeting in St. Louis
- * Calendar of Dates and Deadlines

7) Chair's Comments

8) Evaluation of the meeting

- * what we did well
- * what we want to improve

12:00 noon – Lunch (to be provided)

PRESENTATIONS:

1:00 p.m. Overview of K-12 School-Based Learn and Serve Programs (Heidi McGinley)

1:30 p.m. Unity College Higher Education Learn and Serve Program

2:00 p.m. Maine Campus Compact (Liz McCabe Park)

2:30 - 5:00 p.m. Open for Committee Meetings

Future Agenda Items

- Roles and Responsibilities of Commission and staff
- State Narrative on "Progress to Date" for funding application
- Bylaws

MINUTES
Maine Commission for Community Service
March 16, 1995

Present: Members: Paul Chretien, Eunice Rescott, Mary Pelkey, Ros Smith, Bob Rheault, Margaret Bean, Shirley Powell, Kathryn Tremper, Larry LaPierre.

Others: Bob Blakesley, Ken Spalding, Lynda Simmons, Caroline Allam and Brenda Hatch.

Absent: Kaye Woolam, Heidi McGinley, John Jenkins, Paul Nordstrom, Norman Duzen, Dan Reardon, Jay Skriletz, Greg Lavertu, Crystal Storer.

Agenda: The commission agreed to approve the agenda with the addition of Bob reading a letter from Crystal Storer.

Crystal's

Letter: Bob read a letter of resignation from Crystal Storer, the commission accepted Crystal's resignation and asked Bob to draft a letter thanking Crystal for her service on the Commission.

Minutes: The commission approved the minutes of both the January and February meetings.

Bylaws: Commission members received copies of the latest revisions made by Bob to the bylaws. The revisions were to Articles IV, V, and VI. The commission approved the revisions Bob had made and added a few more of their own. They asked that Bob look at the remaining articles of the bylaws and have recommendations for their review at the next commission meeting.

The commission agreed to postpone approval of the Bylaws until the end of the meeting.

Nominating

Committee: Bob presented the recommendations of Chair, Dan Reardon for membership to the Nominating Committee. They are Eunice Rescott, Larry LaPierre, Greg Lavertu, and Ros Smith. The commission approved the nominations and the nominations were accepted by the individuals present.

Public

Outreach: Bob reviewed the outcome of the Public Outreach Discussion held on 2/15/95. Extensive discussion followed regarding the need to reach the congressional delegation with support for the AmeriCorps program. **The commission agreed that Paul Chretien would get in touch with Dan to get a draft letter for commission members to work from. Each commission member will send a letter to the delegation with a CC: going to Bob. Members not present at this meeting will be asked to submit letters also.**

Learn & Serve Funding

Application: Caroline Allam of the Kids Consortium provided the commission members with copies of the draft proposal for Project BOND (Bold Opportunities for Neighborhood Development) and gave a brief explanation of the proposed program. Discussion followed. **The commission approved the draft and gave Bob and Caroline approval to go ahead and submit the proposal.**

More Public

Outreach: Bob provided further information on the meeting with the Maine Grantmakers Association. The meeting will be held on April 18, 1995 from 12:00-2:30 pm at the Bay Harbor Restaurant in South Portland. It looks as if Eli Segal will be attending. There is limited space for people to attend, **the commission agreed that as the chair, Dan Reardon should have the first option to attend the meeting. Others who expressed interest if there is room are Larry LaPierre, Eunice Rescott, Margaret Bean, and Ros Smith.**

April 25, 1995 is the National Day of Service **the commission asked for a list of events that are being held statewide.**

Lynda Simmons of Portland Youth for Public Safety updated the commission on some things that her group is doing. They will be marching in the St. Patrick's Day Parade in Portland on March 17. Lynda wanted to know if the commission would support participation in Maine State Parade to be held May 6, 1995 in Lewiston. **The commission agreed that it supports participation, but was not sure in what capacity, possibly a float or a group of AmeriCorps members marching. The commission also agreed to purchase a pair of sweatpants and a door magnet for Lynda to present to Eli Segal on her trip to Washington. And finally at Lynda's suggestion, the commission agreed to change our AmeriCorps pamphlet to reflect "what AmeriCorps has done for Maine".**

L.D. 386 Paul Chretien reported that the hearing with the State and Local Government Committee regarding L.D. 386 went very well with a unanimous "Ought to Pass". Bob reported that the bill will be brought to the floor on March 21st or the 23rd.

Info. Items: Bob reported that the meeting with Governor King has been set up for April 19, 1995, 1:30-2:00 pm in the Governor's Cabinet Room. Mary Pelkey noted that David O'Brien, the Atlantic Cluster Director would like to be at the meeting. Bob reported that the Senior Planner Position has been filled, Maryalice Crofton, formerly of Big Brothers/Big Sisters of Kennebec Valley has been hired on a fulltime basis effective April 1, 1995. Regarding the RFP, Bob informed commission members that there were 21 letters of intent received, Bob estimated maybe half of those would actually submit proposals. Bob reported that he and Ros are still working on the PDAT revisions. **The Commission agreed that Heidi could give her presentation at the next meeting. They also agreed to letting Bob set the calendar of meetings for the next six months.**

Bylaws

Continued: **The Commission voted to approve Articles 4, 5, and 6 of the bylaws. They also approved the other articles, but charged Bob with reviewing them to come up with proposed changes for the next meeting.**

St. Louis-

NGA Mtg: Bob made a brief presentation on his trip to St. Louis, the commission asked that Greg make a presentation from his perspective at the next meeting.

Outreach

Continued: Ken Spalding informed commission members that the 2nd week in May is Environmental Awareness Week. The MCCC will be involved in a joint venture with the SCS and NCCC working on a nature trail at Brunswick's Jordan Acres School. On June 3, 1995 National Trails Day the MCCC will be training volunteers in Parks @ Camden Hill, WolfNeck, & Vaughn Woods with the Kennebec Land Trust. He also let the commission know that they are ordering patches for all the Maine programs.

Nominating

Committee: The Nominating Committee nominated Dan Reardon, Chair, Paul Chretien, Vice Chair, and Margaret Bean, Sec./Treas. The nominees accepted their nominations.

Presentations by Community Service

Programs: Presentations were made by Liz McCabe-Park of the Maine Campus Compact and Unity College Higher Education Learn and Serve Program.

MAINE COMMISSION FOR COMMUNITY SERVICE

Meeting of April 19, 1995
State Planning Office, Hallowell Annex

Agenda

9:30 a.m.

- * Review and approve Agenda
- 1) Approve Minutes
- 2) **Action** on Nominating Committee Report
- 3) **Action** on Grants Committee Report/ Recommendations re AmeriCorps Grant Proposals -- Eunice Rescott
- 4) Information Items -- Bob
 - * LD 386
 - * Status of Congressional Budget Cutting

10:45 a.m. --Break

- 5) National Day of Service, April 25 -- Dan Reardon, Maryalice Crofton
- 6) Overview of K-12 School-Based Learn and Serve Programs -- Heidi McGinley (members will be asked to sign up for May site visits to assist with evaluations)
- 7) Meeting Reports
 - * NGC meeting, 2/25-27, St. Louis -- Greg Lavertu
 - * COOL National Conf. on Student Community Service, 3/21-26 -- Kaye Woolam
 - * Atlantic Cluster Meeting, 3/21-22, Washington DC -- Paul Chretien
 - * Meeting with ME Grantmakers Assn. & Eli Segal, 4/18 -- Dan Reardon
 - * Fundraising Workshop, 4/3-7, Washington DC -- Ken Spalding

12:30 - 1:15 p.m. -- Lunch (to be provided)

- 8) Discussion of the Commission's Mission Beyond AmeriCorps -- Dan Reardon
- 9) National Technical Assistance -- Anne Schink, United Way of Greater Portland
- 10) Chair's Comments
- 11) Evaluation of the meeting
 - * what we did well
 - * what we want to improve

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Future Agenda Items

- financial report (+match issue @ SPO and @ Dept. of Ed--20% going to 30%)
- Roles and Responsibilities of Commission and staff
- Bylaws

MINUTES
Maine Commission for Community Service
April 19, 1995

Present: Members: Dan Reardon, Greg Lavertu, Heidi McGinley, Kaye Woolam, Shirley Powell, Eunice Rescott, Larry LaPierre, Norman Duzen, Jay Skirletz, Mary Pelkey, Kathryn Tremper, Margaret Bean, and Paul Chretien.

Others: Bob Blakesley, Maryalice Crofton, Ken Spalding, Brenda Hatch, Anne Schink, and Maryellen Wilson.

Absent: Bob Rheault, Ros Smith, John Jenkins, Paul Nordstrom, and Evelyn Trotzky.

Introductions: Bob introduced Anne Schink and Maryellen Wilson from the United Way of Greater Portland, the new Corporation for National Service technical assistance provider for Atlantic coast states; and Maryalice Crofton, the Commission's new senior planner.

Agenda: **Approved as mailed.**

Evelyn's letter: Bob read a letter from commission member Evelyn Trotzky explaining her health-related absence, and indicating that she will determine if she is able to continue to work with the commission in July when her treatments are completed.

Minutes: **Approved with a correction regarding the Nominating Committee: Change the statement "all appointees accepted the assignment" to "all appointees present accepted the assignment" (Greg was not present, or contacted).**

Election of officers: **The slate of officers recommended by the Nominating Committee at the March 16 meeting was approved unanimously: Dan Reardon, Chair, Paul Chretien, Vice Chair, and Margaret Bean, Secretary/Treasurer.**

Nominating Committee Report: Eunice Rescott, Chair of the Nominating Committee, reported that she has been in touch with Commission members whose terms are due to expire in September, 1995. Paul Chretien, Larry LaPierre, and Ros Smith expressed that they would like to serve another term. Bob Rheault will be unable to continue. Paul Nordstrom and Heidi McGinley had not responded yet. **The Commission agreed to send letters of support to Governor King for any Commission members wishing to be renominated.**

John Jenkins' unexplained absence from Commission meetings was noted. **The Commission directed Bob to prepare a letter to him asking about his interest and commitment to serve on the Commission.**

**Executive
session:**

The Chair announced that the Commission would break for a closed executive session with Commission members only. Upon reconvening, the Commission formally approved the following actions:

(1) Heidi McGinley will chair a special sub-committee with Norman Duzen, Jay Skriletz, Larry LaPierre, and Paul Chretien to meet with representatives from the Maine Volunteer Connection to explore a potential relationship between the two organizations.

(2) The Executive Director is to present a monthly financial report to the Commission.

(3) The Executive Director is to present a monthly Director's report to the Commission, including work completed and upcoming.

**Grants
Committee
Report:**

Eunice Rescott, Chair of the Grants Committee reported that the committee met on April 4, 1995 to review AmeriCorps grant proposals. Committee member Margaret Bean stepped down, to avoid a possible conflict of interest. Eight applications were received and reviewed. Three proposals were eliminated and Bob was asked to work with the agencies who submitted the remaining five to help them to re-write their proposals to correct deficiencies. Grant proposals are to be resubmitted by noon, April 28th. The Grants Committee will meet again at 1:30 p.m. on May 9th. **It was agreed that the Committee's final recommendations would be sent to the other Commission members on May 9th or 10th by fax or priority mail, and a phone poll conducted to determine if there is a consensus in concurrence with the recommendations.**

**Maine
Service-
Learning:**

Kathryn Tremper made a brief presentation of Service-Learning in Maine and activities planned for National Volunteer Week by Maine's Learn and Serve America grantees. She invited commission members to visit Learn and Serve sites around the state during National Volunteer Week. As separate matters, she invited commission members (1) to sign up to visit sites and help evaluate the Learn and Serve programs and (2) to volunteer as new grant proposal reviewers. **Kaye Woolam volunteered, and the Commission asked that a letter be sent to absent members to ask for additional reviewers.**

**Information
Items from
Director:**

* LD 386: The bill was engrossed with "Amendment A," with no substantive changes from the version recommended by the Commission, except that the provision authorizing the Commission to organize itself as a 501(c)(3) non-profit

corporation was omitted. We will probably want to re-address this issue in the future.

* LD 1242, An Act to Further Support the Community Service Volunteer Programs of the National Senior Service Corps of Maine: This is an example of a bill the Commission might want to learn more about for coordination purposes and potentially to lend its support.

* Congressional Budget Cutting: the House voted for a rescission of \$416 million in FY 95 National Service funding. The Senate Appropriations Committee voted for a rescission of \$210 million. The full Senate demonstrated the support national service has, despite the current political climate, with a 99 to 0 vote for a \$105 million rescission. The issue goes to Conference Committee after the recess.

* Bob inquired about commission members writing to the congressional delegation; he said he had received copies of such letters only from Bob Rheault and Paul Chretien. Larry LaPierre noted that he had made phone calls to the offices of the delegation.

* Bob asked about extending the calendar of regular Commission meetings. **The Commission approved the following schedule: May 18, June 21, July 20, August 16, September 21, October 18, November 16 and December 20, 1995.**

**National
Day of
Service:**

Dan showed a video of a 30-second Public Service Announcement prepared for the Commission by Peggy Fuller for National Day of Service and future uses. The PSA was sent to numerous TV stations for airing before and during National Volunteer Week. The response of Commission members to the video was very positive.

Discussion followed regarding the need for publicity for the Commission. Several possibilities were mentioned, including hiring a consultant on an on-going basis, obtaining appointment of a new commission member with expertise in public relations. **Maryalice offered to do an assessment of the messages and audiences Commission members would target as priority, and the Commission accepted her offer.** Maryalice also showed a sample press packet with information on the schedule for the National Day of Service and asked for participation from commission members.

**Meeting
Reports:**

* NGC Meeting, 2/25-27, St. Louis, Missouri--Greg Lavertu reported that he found the conference very helpful. He was able to meet with commission members from other small states who share many of the same concerns we do. He found that we compared well with what we have accomplished. He also learned how seriously people are taking the rescission threat.

* COOL National Conference on Student Community Service, 3/21-26, Tempe, Arizona--Kaye Woolam handed out a her written report on the conference. She spoke of the amazing things that many of the young people at the conference had accomplished, and the level of commitment to community service. Kaye thanked the commission for the opportunity to attend.

* Maine Grantmakers Association & Eli Segal, 4/18--Dan reported that this was a very worthwhile initial meeting. He said the Commission should have an "opinion-makers" mailing list for sending information on the Commission's work.

* Fundraising Workshop, 4/3-7, Washington, D.C.-- Ken Spalding reported briefly on the Corporation-sponsored fundraising workshop he attended with Commission support. He said he found the workshop helpful, though the material presented was generic and not AmeriCorps specific. He offered to give a more in-depth presentation to the Commission if desired. He also noted that he met with Senator Cohen, Senator Snowe, and Representative Baldacci while in Washington.

Mission Beyond

AmeriCorps: The Commission agreed to table this discussion until the next meeting and to make it the primary focus of the meeting. They asked the staff to find a more comfortable location, and agreed to having as facilitator someone not on the Commission. Dan asked Anne Schink if she would be able to facilitate for us and she gave a tentative "yes."

National Technical

Assistance: Anne Schink of spoke about the technical assistance available from United Way of Portland as one of the Corporation for National Service national TA providers. The focus is on conferences and workshops for program managers. She said needs vary widely from state to state.

Other: * The Commission asked Bob to draft a letter for Dan's signature to Commission members who have not attended meetings on a regular basis regarding the need for regular attendance.

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MAINE COMMISSION FOR COMMUNITY SERVICE

Meeting of May 18, 1995

Holiday Inn by the Augusta Civic Center

Agenda

9:30 a.m.

- * Review and approve Agenda
- 1) Approve Minutes
- 2) Director's Report -- Bob Blakesley
- 3) Financial Report -- Margaret Bean
- 4) Memorandum from Eli Segal, CEO of the Corporation for National Service
- 5) Report on May 17 meeting with the Maine Volunteer Connection --Heidi McGinley

11:00 a.m. -- Break

11:15 a.m.

- 6) **Discussion of the Commission's Mission Beyond AmeriCorps**
(facilitated by Anne Schink, United Way of Greater Portland)

12:30 p.m. -- Lunch (buffet to be provided)

1:15 p.m.

(Continued discussion of Mission Beyond AmeriCorps)

4:15 p.m.

- 7) Chair's Comments
- 8) Evaluation of the meeting
 - * what we did well
 - * what we want to improve

ANNE SCHINK

Agenda

- Review agenda, get consensus
- Principles and rules for an effective consensus process
- Ground rules for this meeting
 - *
 - * staff participation?
- Mission beyond AmeriCorps
- Clarification of Commission role and responsibilities
 - * difference between the Commission and a board of directors
 - Commission role
 - SPO role

Additional issues

- Membership issues needing clarification
 - * criteria for membership (beyond legal requirements)
 - * process (and timing) for recruiting and selecting candidates to be recommended for appointment by the Governor
- Process issues needing clarification
 - * role of Commission Secretary vs staff
 - * conflict of interest policy re participation in discussion and decision-making (e.g. MCCS/MVC)
 - * evaluation mechanisms for:
 - meeting process (e.g. appoint 1-2 members to be a group conscience and process resource?)
 - ongoing program in relation to vision statement, mission statement, adopted objectives, etc.
 - * others?

Ideal meeting outcomes:

- shared understanding of the role of the Commission, role of SPO
- increased clarity and agreement on principles and rules for consensus decision-making
- mission statement in place
- evaluation mechanisms in place
 - * evaluation of Board process -- conduct of meetings, communications
 - * evaluation of
- membership issues clarified (policy in place re criteria and process for recommending candidates to the Governor)

DIRECTOR'S REPORT

Activities

Quarterly report deu 5/1

Signing of LD 386 on May 3

National Day of Service-Maryalice

Meeting w/ Maine Grantmakers Assn. (worked with Chuck & Marion to set it up)

Bylaws -- drafted proposals, met w/ committee 5/8

State Funding Application for AmeriCorps -- **confirmation of assent to Grants Comm. recommendation--** worked w/ applicants; mailed revised apps. to Grants Comm. on 4/28, review proposals; prepared staff recommendations; met w/ Grants Comm. 5/9 etc.

PDAT

Mc needs assessment: met w/ program managers, AmeriCorps members separately, for monitoring and eval.; met w/ Anne Schink re national TA

CB Learn andServe App.

Reorganization of SPO

Relation to Governors Office

Letter re Kaye Woolam

National Community Service Coalition FAX

Upcoming Activities

Roles/responsibilities of Commission and staff

Bylaws

Match issue (@ SPO and @ Dept. of Ed--20% going to 30%)

Meeting with Gov. King

Outreach strategy

Newsletter

Computer networking

MINUTES
Maine Commission for Community Service
May 18, 1995

Present: Members: Paul Chretien, Bob Rheault, Margaret Bean, Norm Duzen, Heidi McGinley, Larry LaPierre, Kaye Woolam, Paul Nordstrom, Eunice Rescott, Ros Smith, Kathryn Tremper, Mary Pelkey, Jay Skriletz, and Greg Lavertu.

Others: Bob Blakesley, Maryalice Crofton, Brenda Hatch, Anne Schink, and Ken Spalding.

Absent: Dan Reardon, John Jenkins, Shirley Powell, and Evelyn Trotzky.

Absence of Chair: The commission agreed by consensus that Paul Chretien would act as chair in the absence of Dan Reardon.

Agenda: Approved as mailed.

Minutes: Approved as mailed.

**Youth
Service
America**

Letter: Bob read a letter from Laura Hamasaka, Field Specialist with Youth Service America. She remarked on what an asset Kaye was to the Youth Panel, and thanked the Commission for allowing her participation.

**Director's
Report:**

*Bob remarked that the Learn and Serve applications were still being reviewed by Corporation staff and that ours had made the first cut and was still in the running.

*Bob informed commission members that L.D. 386 was signed by the governor on May 3, 1995 and will take effect 90 days from that date.

*Bob reported that our quarterly report to the Corporation has been submitted.

*Bob told commission members about a meeting between Senior Staff at SPO and Governor King and his staff. He told of Governor King's "buddy system" so that managers can easily access the staff at the governor's office. Bob told the commission members that Sawin Millet is his "buddy".

*Bob let the commission members know that the Draft 2 of the by-laws had been revised and he had met with the by-laws committee regarding the revisions.

*Bob asked for a follow-up agreement by consensus to the AmeriCorps funding application that was submitted on May 15, 1995. The application was submitted based on a phone poll of all active commission members with a unanimous approval.

*Maryalice reported on National Day of Service activities. She noted that Lynda Simmons, of Portland Youth for Public Safety deserved to be recognized for her enthusiasm and energy that was instrumental in pulling together a day for Maine to be proud of. A total of 43 AmeriCorps members from U.S.D.A., P.Y.P.S and M.C.C.C. participated in the National Day of Service activities which covered areas from Old Orchard Beach to Mackworth Island and many points in between, there was extensive press coverage in newspapers, and on radio and TV. The day ended with a cookout at Payson Park in Portland, where many dignitaries spoke to the crews to show their appreciation.

*Maryalice also updated the commission on the progress of the PDAT grant. She explained that now that we are 6 months into the grant cycle, we have that much more experience in assessing the needs of the members of the different programs. She referred to a chart of information she had compiled based on interviews with program directors, participants, etc. She reported that she will be attending facilitating training with one member of the USDA team in June and the Portland Youth for Public Safety team will be attending training on diversity and gangs at Bates college in Lewiston sometime in June.

Margaret Bean reported on the status of the budget. She reported that 72% of the time of the grant had gone by and only 42% of the money has been spent.

**Director's
Report on
Upcoming
Tasks**

See attachment.

Bob asked commission members if they were happy with the format of the director's report and they agreed that the report was exactly what they were looking for.

**Meeting
with
Maine
Volunteer
Connection**

Heidi McGinley reported on the meeting between members of the commission and representatives of the Maine Volunteer Connection. Through the course of

the meeting they came to the conclusion that there were four major areas where joint ventures were a possibility: Data collection/Analysis, Advocacy, Planning and Dissemination of Information. The group came up with six recommendations which will be presented to the commission in written form prior to the next meeting. The six recommendations are:

- Create a joint committee which would decide in work to be done jointly. The committee would consist of commission members, MVC board members and members of staff from both organizations.
- All commission members read the state plan.
- The state plan for next year should be developed with stakeholders providing data and input.
- Both organizations need to develop a good working relationship. Representatives from each group should attend each others meetings for better understanding.
- The lines of communication both inside and out need to be better defined. A policy needs to be developed.
- Bob and Lillian Haversat need to develop a working relationship once the commission has acted on the previous recommendations, and set up the recommended guidelines.

Site Visits Ken Spalding announced there were members of the MCCC team working at Gilbert School and invited commission members to visit the site at lunch time. Jay Skriletz and Norm Duzen reported on their visit to the Birds Acre Project which is a Learn and Serve project. They were most impressed with the cross collaboration that went on between the community, area businesses, and the children involved in the project.

Workshop on Developing a Mission Anne Schink of the United Way of Portland facilitated the afternoon session to help the commission define its overall mission.

Evaluation of the meeting	+	Need improvement
	Moved forward location good	need a report from the Grants Committee on strengths & weaknesses

lunch good
participation
site visit
setup (chairs in circle)

of proposals, evaluation criteria
letters to Congress (follow through)

Mission

Purposes in LD 386

Foster state's ethic of community service.

Encourage community service and volunteerism to meet critical, human, environmental, public safety and educational needs.

Serve as state's liaison re: national and community service and volunteer activities.

Foster collaboration among service agencies.

Receive gifts and grants.

Implement statewide service programs.

Make subgrants to state and local entities.

(We need a strategy with specific goals for each of these purposes.)

Expectations from Commission Members
(expectations of the meeting)

Clarify MVC - who/what.

Fundraising.

Address diversity.

Direction of Commission.

Assist communities and forge alliances
at the local level.

Focus on Vision and Mission.

What to do and when.

Recognize volunteers.

Concrete tasks.

Relationship to grassroots.

Action plan.

Approach for fulfilling purpose.

Clarify national directives in terms of
Maine.

Brief discussion on mission.

Life after AmeriCorps

Clarify definitions from strategic planning
language.

Clarify roles of commissions (public entity)
and Board of Directors (nonprofit).

Concrete and specific.

Ownership.

Life after \$.

Direction for Strategic Planning Committee.

What is a Commission?

Legislatively authorized

Powers derived from legislation

Responsible to Legislature & Citizens

Body of Law around Public entities

- Accounting

- Liability

- Personnel

Corporate entity is the State of Maine

Bylaws reflect intent of Legislation

Relationship with Attorney General

Meeting operations

- Sunset Laws

Staff is employee of State of Maine

Oversight vs. Accountability

Relationship of Staff and Commission

Executive Director accountable to SPO

Direction given by legislation

Prepare staff recommendations

Commission provides policy guidance

Proactive leadership from staff (nudge)

Executive Director advises commission's work

Community Service is the type of work
Volunteer is who does it

Funding: Year 1 (SPO provided match)
 Year 2 (may be the same)

Two possibilities: receive grants
 raise money

Foster collaboration around service projects
Initiate collaboration
Identify needs
Build partnerships
Common purpose
Community based organizations / purchase of service organizations

Communications plan
Common understanding
Refine statements on mission
Process for completing work
Establish priorities

Future Tasks Identified

- Revisit by-laws
- Rethink committee structure
- Fund raising plan and policies
- Put collaborations in place for information sharing

Description of a Successful Program

Formal Maine Commission
empowered by legislation
Distribution of \$\$
Public education effort-PSAs
Liaison/Tools/Training & Technical Assistance
Clearinghouse/Referral
Recognition
Expansion of definition
Target audiences
Relationships with Service Agencies
New Identity
Education in Citizenship
Good database on Service (who/what/where)
Prioritized Needs
Regional Councils-(nonprofit service agencies)
Regional Planning Boards
1-800-SERVICE

Collaboration
Enrichment
Integration
Transformation
Diversity
Serving people
Cross fertilization
School/town/community partnerships
Global

MISSION

Foster community service and volunteerism to meet human and environmental needs in the state of Maine.

N:\service\may.min

***** Note change in meeting location: 89 Winthrop St. *****

MAINE COMMISSION FOR COMMUNITY SERVICE

Meeting of Wednesday, June 21, 1995

Agenda

9:30 a.m.

*** Review and approve Agenda**

1. Approve Minutes

2. Presentations - others active in the volunteer/community service arenas

2.1 Maine Association of Non-Profits --Arlene Olsen

2.2 Office of Substance Abuse -- Bill Lowenstein

2.3 Dept. of Health -- (TBA - may request a "rain check" due to staff availability)

**2.4 Judith Chamberlain, Asst. Attorney General -- discussion of her concerns about
bylaws after her review of them and enabling legislation as well as federal
law.**

11:00 a.m. -- Break)

11:15 a.m.

3. Unfinished Business from the May 18 meeting

3.1 Mission statement (action item) **Attachment A**

3.2 Recommendations from Heidi's joint MCCS/MVC committee (action item) **Attach. B**

12:30 p.m. -- Lunch (to be provided)

1:15 p.m.

**3.3 Goals for each MCCS purpose identified in LD386 (discussion of proposal to address
these) **Attachment A****

3.4 Expectations of May meeting which were not met; using the experience in next tasks.

4. Reports

4.1 Grants Committee report on issues encountered in evaluating proposals

4.2 Director's Report -- Maryalice Crofton for Bob Blakesley

4.3 Financial Report -- Margaret Bean

4.4 Bylaws Committee Report -- Kathryn Tremper

4.5 Report on National Community Service Conference in Kansas City -- Paul Chretien

5. New Business

5.1 Points of Light Foundation Membership

5.2 MVC request for \$1,000 to support the Blaine House Conference on Volunteerism

5.3 Process for recruitment of candidates to recommend for MCCS membership

5.4 Proposed WorkPlan and Timeline; scheduling of fall retreat **Attachment C**

4:15 p.m.

6. Chair's Comments

7. Evaluation of the meeting

4.2 Director's Report

Information items

- update on rescission & CNS budget
- CB L&S grant (call Nancy Murphy, ext. 134 or Ruby Anderson, ext. 115, Tues .p.m.)
- CCCM continuation grant (call Myrta Charles, ext. 145)

Major activities since last meeting

- revised PDAT budget and plan
- Training workshop at Camp Keyes
- program interviews
- Learn and Serve project site visits (staff + MCCS members)

Upcoming Tasks

- State plan update and other items listed in Director's Report in Minutes for May 18 meeting and proposed "MCCS Workplan and Timeline"

DRAFT MISSION STATEMENT

To foster community service and volunteerism to meet human and environmental needs in the state of Maine.

--from meeting of May 18

To revitalize Maine's spirit of community service, and foster service and volunteerism to meet the state's human and environmental needs.

-- Exec. Director's alternative suggestion

PURPOSES IN LD 386 (5 MRSA 7501)

- 1--Foster the state's ethic of community service.
- 2--Encourage community service and volunteerism as a means of meeting critical human, environmental, educational and public safety and needs throughout the state.
- 3--Serve as the state's liaison regarding national and community service and volunteer activities.
- 4--Foster collaboration among service agencies.
- 5--Receive gifts and grants.
- 6--Implement statewide service programs.

7--Make subgrants to state and local entities.

Recommendations from Heidi's joint MCCS/MVC committee

1) Establish a joint committee (3 or 4 members of each board and staff)
to explore joint work in:

- Advocacy
- Data Collection
- Planning (mega)
- Dissemination of information

2) Commission State Plan:

- read it!
- Involve stakeholders in development of the next one.

3) Work together (boards and staff) by:

- Each group appoint a member to attend the other's meetings

(non-voting)

- Commission development of policies and procedures regarding internal and external communication.
- Once the Commission's work/mission is clearer, asking Bob and Lillian to work on building a strong effective working relationship (and report back to each group on how they will do that).

[agnd6/21.mtg]

MCCS WORKPLAN AND TIMELINE

June 21 MCCS meeting (major items)

Old Business from May 18 meeting

- mission statement (action item)
- goals for each of the MCCS purposes identified in LD386
- recommendations from Heidi's joint MCCS/MVC committee (action item)

New Business

- by-laws recommendations (membership criteria, other immediate issues)
- process for recruitment of candidates to recommend for MCCS membership
- proposed workplan and timeline
- presentations:
 - * Maine Association of Non-Profits
 - * Community volunteer coalitions sponsored by OSA & Dept. of Health

Homework and deadlines, June-July

- interview key leaders in environmental, public safety, and human service groups that use volunteers (lake association, town VFD or ambulance/EMT crew, food pantry, Child Abuse Prevention Coordinator, school department, etc.) [MCCS members]
 - state plan update, including mission, goals and milestones (deadline: Sept. 1) [Comprehensive Plan Committee]
 - begin to recruit candidates for MCCS membership [staff, Nominating Committee]
-

July 20 MCCS meeting

- the use of volunteers in State government
(presentations and discussion with Commissioners of departments in State government)
- status of community service and volunteerism in Maine (structured discussion)
 - * scope and status of community service and volunteerism
 - * supporting/inhibiting factors
 - * macro issues which will influence volunteering and the spirit of service during the next 3-5 years (economic, political, educational, social, etc.)
- fund raising strategy

Homework and deadlines, July-August

- schedule MCCS meeting with Governor King [staff]
- Quarterly Report for CNS (due August 1st) [staff]

- recruit candidates for MCCS membership [staff, Nominating Committee]
 - state plan update, including mission, goals and milestones (deadline: Sept. 1) [Comprehensive Plan Committee]
 - research funding mechanisms [MCCS members]
 - * Community Foundation concept--MCF
 - * affinity marketing--MBNA
 - * Individual major donations--FirstMark
 - * major foundation partnerships w/government agencies--OSA, Bureau of Health
 - * trust funds in quasi-governmental agencies--Maine Childrens' Trust Fund
-

August 16 MCCS meeting

- approve revised state plan update
- MCCS candidates to be recommended to Gov. King
 - * for terms expiring 9/1/95
 - * for expanded membership under LD386
- fund raising strategy

Homework and deadlines, August-September

- state plan update (deadline: Sept. 1) [Comprehensive Plan Committee]
 - moving day [staff]
 - 1995-96 PDAT application due 8/15 (tentative) [staff and PDAT Committee]
 - FY1995-96 Administrative Funding Application (including state plan update) due Sept. 1 (tentative)
-

September 21 MCCS meeting

- plans for swearing in new members by the Governor
- orienting new members, member training, and other plans for annual retreat
- plans for the national AmeriCorps Launch

Other events

- Swearing in ceremony for new members (date to be set)
- MCCS annual retreat/annual meeting (Sept.29-Oct.1 OR Oct. 5-8 ???)
(Note: Blaine House Conference on Volunteerism is Tues., October 10)

Homework and deadlines, September-October

- orientation packet for new commissioners [staff and MCCS]
-

October 18 MCCA meeting

--
--

Other events

- National AmeriCorps Launch (Thurs., October 5)
- Blaine House Conference on Volunteerism (Tues., October 10)

Homework and deadlines, October-November

- Quarterly Report for CNS (due November 1st) [staff]

Agenda

- Review agenda, get consensus
- Principles and rules for an effective consensus process
- Ground rules for this meeting
 - *
 - * staff participation?
- Mission beyond AmeriCorps
- Clarification of Commission role and responsibilities
 - * difference between the Commission and a board of directors
 - Commission role
 - SPO role

Additional issues

- Membership issues needing clarification
 - * criteria for membership (beyond legal requirements)
 - * process (and timing) for recruiting and selecting candidates to be recommended for appointment by the Governor
- Process issues needing clarification
 - * role of Commission Secretary vs staff
 - * conflict of interest policy re participation in discussion and decision-making (e.g. MCCS/MVC)
 - * evaluation mechanisms for:
 - meeting process (e.g. appoint 1-2 members to be a group conscience and process resource?)
 - ongoing program in relation to vision statement, mission statement, adopted objectives, etc.
 - * others?

Ideal meeting outcomes:

- shared understanding of the role of the Commission, role of SPO
- increased clarity and agreement on principles and rules for consensus decision-making
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- evaluation mechanisms in place
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recommendation-- worked w/ applicants; mailed revised apps. to Grants Comm. on 4/28, review proposals; prepared staff recommendations; met w/ Grants Comm. 5/9 etc.

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Upcoming Activities

Roles/responsibilities of Commission and staff

Bylaws

Match issue (@ SPO and @ Dept. of Ed--20% going to 30%)

Meeting with Gov. King

Outreach strategy

Newsletter

Computer networking

*** Note meeting location: State Planning Office, 184 State St., Augusta ***

Maine Commission for Community Service

Meeting of Thursday, July 20, 1995

Proposed Agenda

- 9:15 a.m. * Review and approve Agenda
1. Approve May Minutes (previously mailed; no meeting held in June)
- 9:30 a.m. 2. Information In-put -- Getting ready to develop the comprehensive plan.
- 2.1 Maine Association of Non-Profits -- Arline Olsen
- 2.2 Commissioners of State Agencies give overview of volunteers in their service areas, State Agencies' volunteer management, unmet needs that volunteers could fill, and plans to initiate/expand use of volunteers.
- 11 a.m. -- Break
- 12:15 p.m. -- Lunch (to be provided)
- 1:00 p.m. 3. Unfinished Business from the May 18 meeting
- 3.1 Mission statement (action item) -- previously mailed
- 3.2 Recommendations from joint MCCS/MVC committee (action item)
- 3.3 "Mission beyond AmeriCorps" -- proposal to address this key topic and other Commission business by 10/1/95 deadline. -- Larry LaPierre, M. Crofton, etc.
- 1:45 pm 4. Reports
- 4.1 Financial Report -- Margaret Bean
- 4.2 Bylaws Committee -- report on meeting with Attorney General and implications for Commission -- Kathryn Tremper
- 4.3 Report on Community Service Conference; follow-up activities with key state leaders -- Paul Chretien
- 4.4 Grants Committee -- status of proposals submitted; PDAT progress; response to Commissioner question about issues faced in application reviews
- 4.5 Director's Report -- Bob Blakesley
- 3:15 pm -- Break
- 3:30 pm 5. New Business
- 5.1 Recruitment of candidates to recommend for MCCS membership
- 5.2 Plans to schedule fall retreat in conjunction with Maine CNS programs' training -- Sun., 10/1 (4:30 pm check-in) through Tues., 10/3 lunch. (action item)
- 5.3 Points of Light Foundation Membership
- 5.4 MVC request for \$1,000 to support the Blaine House Conference on Volunteerism
- 4:00 p.m. 6. Chair's Comments
7. Evaluation of the meeting -- * what went well; * what needs improvement [agnd7-20.mtg]



STATE OF MAINE
EXECUTIVE DEPARTMENT
STATE PLANNING OFFICE

ANGUS S. KING, JR.
GOVERNOR

EVAN D. RICHERT, AICP
DIRECTOR

August 10, 1995

TO: Maine Commission for Community Service
FROM: Bob Blakesley, Executive Director

RE: **INFORMATION ITEMS**

First, --in view of your Comprehensive Planning Forum on August 30, 31 and September 1 at the Holiday Inn at the Augusta--

the Commission Meeting scheduled for Wednesday, August 16, will not be held.

Deborah Cook is handling logistics and publicity for the Forum, and will be providing you with the details separately. Also, Brenda can provide more information (624-6011). Professionally facilitated by Harrison Owen, this potentially can be the occasion for a big leap forward for the Commission. Though there is a registration fee of \$45 to partly cover both meals and lodging for participants, as usual we will pick up **all** Commission member expenses with grant funds.

Second, re the effects of the FY'95 Rescission Bill -- The Bill signed by President Clinton July 27th cuts \$105 million from the Corporation for National Service, putting the FY'95 appropriation for the Corporation at \$470 million for programs that begin this fall (compared to the FY'94 appropriation of \$365 million for first year programs). The CNS has decided to make "across-the-board reductions" in all program and funding categories. It estimates that the number of AmeriCorps members in Year Two will be 26,000 -- down from the previously anticipated 33,000.

What this means for Maine:

(1) I am tickled pink to be able to report that your application written way back when by Caroline Allam of the Kids Consortium for a **Community-Based Learn and Serve Grant** was **approved!** The CNS approved \$148,000 (compared to \$167,625 requested). The next step is to submit a revised budget. I trust you will recall that the grant is to fund statewide **pilot programs**